

# Administration Committee

**2007-10-03 09:45:00.0**

or immediately following the 9:30 AM BATA Oversight Committee Meeting, whichever occurs later.  
Joseph P. Bort MetroCenter Lawrence D. Dahms Auditorium  
101 Eighth Street Oakland, California

The Administration Committee considers matters relating to MTC administration, budget and agency contracts.

*This agenda was updated 2007-09-27 15:47:49.0. It is accurate to the best of our knowledge at that time.*

For assistance, please contact Kimberly Ward,  
[kward@mtc.ca.gov](mailto:kward@mtc.ca.gov), (510) 817-5967

*This meeting will be [audiocast](#) on the MTC Web site during the meeting, and an [audio file](#) will be available for approximately one month after the meeting date.*

## Chair

Bob Blanchard

## Vice Chair

Tom Bates

## Members

Tom Ammiano Dave  
Cortese Federal Glover  
Steve Kinsey Bijan Sartipi  
Adrienne Tissier

## Ex Officio

Bill Dodd\*\*\* Scott  
Haggerty\*\*\*

## Ad Hoc

All Other Commissioners

## Staff Liaison

Steve Heminger

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## Roll Call

1.

**Action:** Confirm Quorum

**Consent:**

2.

**Action:** Committee Approval

**Minutes ? September 12, 2007\***

a)

• [02a A O Minutes September 2007.pdf](#)

**FY 2007-08 Caltrans Planning Grants\*:**

b)

**Presented by:** Eva Sun

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- [02b 1 Memo Resolution 3808 Revised Sun Revised.pdf](#)
  - [02b 2 Resolution 3808 Revised.pdf](#)
  - [02b 3 Attachment A.pdf](#)

**Resolution No. 3808, Revised ? FY 2007-08 Overall Work Program (OWP)**

(1)

**Action:** Commission Approval

**(2) Funding Agreements**

**Purchase Order ? Provision of Mailing Services: Mailstream\* (\$120,000)**

c) **Presented by:** Pam Grove

- [02c Provision of Mailing Services.pdf](#)

**FY 2007-08 Annual Anticipated Disadvantaged Business Enterprise (DBE) Participation Level Report\***

**Presented by:** Denise Rodrigues

- d) • [02d 1 CoverMemo FY 07-08 DBE Report accepted.pdf](#)

- [02d 2 Attach A FY 07-08 DBE Report AADPL accepted.pdf](#)

- [02d 3 Attach B FY 07-08 DBE Report 7 YrActuals.pdf](#)

**Funding Agreement Amendment ? City CarShare in San Francisco\*:**

e) **Presented by:** Melanie Choy

- [02e CityCarShare San Francisco.pdf](#)

**i. Expansion (\$294,792)**

**ii. Pricing Innovations (\$436,000)**

**Funding Agreement Amendment ? Station Area Planning and Waterfront Planning Support: Bay Conservation and Development Commission (BCDC)\* (\$170,000)**

f)

**Presented by:** Doug Kimsey

- [02f BCDC Funding Agreement.pdf](#)

**Monthly Financial Statements\***

3. **Presented by:** Eva Sun

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**Action:** Receipt

- [03 Financials Eva Sun.pdf](#)

**Investment Report for August 2007\***

**Presented by:** Sue Woo

4.

**Action:** Receipt

- [04 MTC Investment Report Aug07 SWoo.pdf](#)

**Resolution No. 3818, Revised ? MTC Agency Budget Revision to FY 2008\***

**Presented by:** Eva Sun

5. **Action:** Commission Approval

- [05 1 FY07-08 Budget Amendments Memo Revised.pdf](#)

- [05 2 FY07-08 AMENDED AGENCY BUDGET Attachment B.pdf](#)

**Contract: Construction Services for Joseph P. Bort MetroCenter Seismic Retrofit Project\***

6. **Presented by:** Stephen Wolf

**Action:** Committee Approval

- [06 MetroCenter Retrofit Construction Oct07.pdf](#)

**Results of the Transportation Development Act (TDA) Performance Audit of MTC\***

**Presented by:** Christina Verdin

**Action:** Information

7.

- [07 1 PrfAud MTC.pdf](#)

- [07 2 PrfAud MTC-Att A doc 09 10 07.pdf](#)

- [07 3 PrfAud MTC-Att B.pdf](#)

**Business Meeting Expenses**

8. **Presented by:** Ann Flemer

**Action:** Committee Approval

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**Other Business/Public Comment****9.****Action:** Information**10. Adjournment / Next Meeting**

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**Next meeting**

2007-11-14 09:45:00.0

Joseph P. Bort MetroCenter

Lawrence D. Dahms Auditorium

101 Eighth Street

Oakland, California

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\*Attachment sent to committee members, key staff and others as appropriate. Copies will be available at the meeting.

\*\*All items on the agenda are subject to action and/or change by the Committee. Actions recommended by staff are Subject to change by the Committee.

\*\*\*The MTC chair and vice-chair are ex-officio voting members of all standing committees. A quorum of this committee shall be a majority of its regular non-ex-officio voting members (4) +Non-Voting member.

Every member of the Commission who is not otherwise designated as a member of this committee is an ad hoc non-voting member. Although a quorum of the Commission may be in attendance at this meeting, the committee may take action only on those matters delegated to it. The committee may not take any action as the full Commission unless this meeting has been previously noticed as a Commission meeting.

The vote of an ex-officio member shall count to satisfy a committee quorum if there are not sufficient regular members of the Committee in attendance. In addition, an ad hoc non-voting committee member may be designated by the committee chairperson as a voting member for this particular committee meeting if an additional voting member is needed for a committee quorum.

Public Comment: The public is encouraged to comment on agenda items at committee meetings by completing a request-to-speak card (available from staff) and passing it to the committee secretary or chairperson. Public comment may be limited by any of the procedures set forth in Section 3.09 of MTC's Procedures Manual (Resolution No. 1058, Revised) if, in the chair's judgment, it is necessary to maintain the orderly flow of business.

Record of Meeting: MTC meetings are tape-recorded. Copies of recordings are available at nominal charge, or recordings may be listened to at MTC offices by appointment. Audio casts

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are maintained on MTC's Web site for public review for at least one month.

Sign Language Interpreter or Reader: If requested three (3) working days in advance, sign language interpreter or reader will be provided; for information on getting written materials in alternate formats call 510/817-5757.

Transit Access to the MetroCenter: BART to Lake Merritt Station. AC Transit buses: #11 from Piedmont or Montclair; #59A from Montclair; #62 from East or West Oakland; #35X from Alameda; #36X from Hayward.

Parking at the MetroCenter: Metered parking is available on the street. No public parking is provided at the MetroCenter. Spaces reserved for Commissioners are for the use of their stickered vehicles only; all other vehicles will be towed away.